

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2016/04 – September 19, 2016

Lower Nicola Indian Band Boardroom
[181 Nawishaskin Lane, Highway 8 West]

Date: _____

BOARD MEMBER'S SIGNATURE: _____

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BOARD MEMBERS PRESENT: Faye Ahdemar Shane Coutlee
Paul Donald Michele Guerin
Jamie Sterritt Charlene Taylor [via phone]
Sandra Tiessen Angela Wesley

Ken Tourand [non-voting]

BOARD MEMBERS REGRETS: Terena Hunt Yvonne Mensies

ELDERS: David Antoine

STAFF: Verna Billy-Minnabarriet Diane Black
John Chenoweth Kylie Thomas

Meeting called to order at 5:00pm. Opening Prayer by Elder David Antoine.

1. Adoption of Agenda

B16/58 It was moved and seconded that
the regular meeting agenda be adopted. *Motion Carried.*

2. Board Appointments

B16/59 Terena Hunt was unable to attend this meeting & the signing of her Oath of Office was deferred to the next meeting. The Board extended their regrets to Terena on the recent loss of a family member.

3. Election of Officers

B16/60 It was moved and seconded that

Terena Hunt and Michele Guerin be appointed to the Audit & Risk Management Committee. **Motion Carried.**

Prior to this meeting, Terena agreed to let her name stand for the ARM Committee.

4. Minutes of Previous Meetings

B16/61 It was moved and seconded that

the June 13, 2016 minutes be adopted as presented. **Motion Carried.**

5. Board Information

B16/62 Announcements.

Jamie, Paul & Ken are scheduled to attend a Board Governance Workshop in Kelowna on Oct 5 – 7.

Regrets were extended to the family of Elder Lottie Lindley on her passing.

The strategic plan mission & vision selected through the survey are very similar. Due to time constraints it was agreed to have a discussion via email. The Leadership Team are working on the strategic plan goals and actions. The Executive Committee will review all of the above at their next meeting and bring forward suggestions to the November Board meeting.

B16/63 The Quick Facts was provided for information.

B16/64 Circulation file folder.

6. Executive Report

B16/65 Jamie reviewed the Executive Committee minutes of July 14th & August 22nd.

7. President's Report

B16/66 Ken reviewed his report to the Board. He provided an update on the Northern Campus initiative and a report on a Williams Lake group interested in starting a new campus.

8. Elders Council Report

B16/67 The NVIT Vancouver Elders' Council Fall 2016 Schedule of Events was provided for information.

David is hoping to get & donate a moose to the Elders freezer this fall. He is working on a feather staff for graduation ceremonies & other events. One Elder is currently on a leave of absence. The Elders may consider a replacement for Lottie Lindley.

9. Leadership Team Report

B16/68 Verna reviewed the report from the Leadership Team.

A new counselling service was hired for Burnaby campus.

The Board was impressed with the success story of the Bella Coola students and indicated those stories and all student success stories should be on the website. Will Sandy is currently in Brazil courtesy of a full scholarship from Colleges & Institutes Canada [CICAN]. The Board asked that Will be invited to share his experiences at a future meeting. Kylie will invite Will to the February Board meeting.

10. Education Council

B16/69 No Report. Don Vincent has resigned at Education Council chair and a new chair will be appointed at the October meeting.

11. Audit & Risk Management Committee

B16/70 Charlene reviewed the Audit & Risk Management Committee minutes of August 29, 2016.

B16/71 It was moved and seconded that

the financial statements & FTE report (MD&A) be approved. *Motion Carried.*

B16/72 It was moved and seconded that

the Statement of Financial Information [SOFI] report be approved. *Motion Carried.*

The SOFI Report is an annual requirement of government.

B16/73 The 2016/17 Operating Grant & Student FTE Target was provided for information.

12. Travel Approval and Reimbursement Policy

B16/74 It was moved and seconded that

the Travel Approval and Reimbursement Policy be approved. *Motion Carried.*

13. Five Year Capital Plan

B16/75 It was moved and seconded that

the five year capital plan be approved. *Motion Carried.*

The meeting broke for dinner at 6:49pm and resumed at 7:10pm.

14. Central Data Warehouse [CDW] Data Submission

B16/76 The CDW data quality management plan threshold targets was provided for information.

NVIT's May 2016 data submission shows that all DQMP threshold targets were met or exceeded.

15. Ministry Funding Correspondence

B16/77 The Chemical Addictions Certificate & Diploma Program funding letter was provided for information.

B16/78 The 2016/17 Community Adult Literacy Program [CALP] funding letter was provided for information.

B16/79 The Truth & Reconciliation Summit funding letter was provided for information.

16. 2015/16 Student Engagement Survey

B16/80 The 2015/16 Student Engagement Survey was provided for information.

17. Access to Practical Nursing Accreditation

B16/81 The College of Licensed Practical Nurses of BC [CLPNBC] has granted accreditation of the Access to Practical Nursing program until July 2019.

18. Adjournment

B16/82 It was moved and seconded that

the regular meeting adjourn at 7:30pm. *Motion Carried.*

DATE OF NEXT MEETING: *Monday November 21, 2016, Vancouver*

Please submit expense claims and meeting dates attended to Pat.

Note taker / recorder: Pat Brown